



Memorandum

To: Provost and Chief Academic Officers

From: Paula Compton, Associate Vice Chancellor

Date: August 13, 2021

Subject: Diversity, Equity, and Inclusion (DEI) Mini-Course Design Institute Nomination(s)

With the recent revisions to the Ohio Transfer 36, a key area has been the development of an elective category in Diversity, Equity, and Inclusion (DEI), with approved learning outcomes. The addition of this elective DEI category provides flexibility within the Ohio Transfer 36.

To support DEI Ohio Transfer 36 course submissions, professional development training on best practices for course design or redesign, course implementation, and course assessment will be provided for Ohio public institutions of higher education. The DEI professional development known as the Mini-Course Design Institutes will allow participants to gain an understanding of how to redesign or design a course based on goals and outcomes, begin planning work in a community of peers, and leave with a basic structure for the course and drafts of course materials including a syllabus, assignments, assessment tools, and course outline.

The Mini- Course Design Institutes will be conducted fully online, and will comprise of four 90-minute synchronous sessions and associated asynchronous activities throughout the month of October 2021. For additional information regarding the DEI Mini- Course Design Institutes please referred to the attached agenda.

What we need from you:

1. Nominations for the DEI Mini-Course Design Institute

Each Ohio public college and university is encouraged to nominate up to two representatives that will benefit in the DEI Mini-Course Design Institute. Personnel of interest may include individuals such as faculty members, individuals within your institution's diversity, equity, and inclusion office, and those who will assist your institution with designing or redesigning a DEI course to gain Ohio Transfer 36 approval.

How to nominate:

We have designed a survey in which you will be able to enter your nominations to participate in the DEI Mini-Course Design Institute. You may use a copy of the survey (PDF) as a guide before submitting nominations. Please visit the survey link [here](#) to complete your nomination(s) on or prior to **Friday, September 3, 2021.**

We sincerely appreciate your continued support as we work together to better serve the students of Ohio. Should you have any questions, you may contact Jessi Spencer at 614-728-4706 or jspencer@highered.ohio.gov.

Attachment (2)